

FAIRMONT SCHOOL DISTRICT #89

735 Green Garden Place, Lockport, Illinois 60441 | Phone (815) 726-6156 Fax (815) 726-0079

Dr. Diane Cepela, Superintendent | Mrs. Tamela Daniels, Principal

dcepela@fsd89.org

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Board of Education

Mr. Louis Spoonhour – President
Mrs. Dionne Wright – Vice President
Mrs. Karen Custer – Board Secretary

Mrs. Janice Posey – Board Member
Mr. Ken Shepherd – Board Member
Mrs. Linda Pierzchalski – Board Member
Ms. Lizbeth Cardenas – Board Member

Committee of the Whole Agenda Minutes Wednesday, January 12, 2022, at 5:30PM Fairmont School District 89 Board Room

- I. Call to Order – *Mr. Spoonhour called to order the Fairmont Committee of the Whole Meeting at 5:30 p.m. on January 12, 2021.*
- II. Roll Call – *Members Present: Ms. Cardenas, Mrs. Custer, Mrs. Pierzchalski, Mrs. Posey, Mr. Shepherd and Mr. Spoonhour. Members Absent: Mrs. Wright.*
- III. Petitions and Communication to the Board – *In accordance with Board Policy 2:230, individuals may address the Board only at the appropriate time as indicated on the agenda and when recognized by the Board President. Comments shall be limited to 2 minutes.*
 - a. Public Comment- **No Public Comments**
 - i. Public Comment
 - ii. Recognitions
- IV. Committee Reports:
 - a. President's Remarks – Mr. Lou Spoonhour-*Mr. Spoonhour would like to thank administration for their great leadership and staff as well. Very happy that we are still open in the middle of a pandemic still.*
 - b. Finance / O and M Committee – Mr. Lou Spoonhour, Mrs. Janice Posey, Brian Chandler, Diana Sorich, Gerry Yeggy. The next scheduled meeting is 4:00PM prior to Committee of the Whole.
 - i. Finance Information
 1. Taxpayer Reimbursement-*Mrs. Sorich commented that we are holding steady with the reimbursements rates at 93% of checks being cashed.*
 2. Levy 2020, 2021- *Mrs. Sorich stated that the payments are all in except the January 27, 2022, payment which will be coming in shortly.*
 3. CPI update- *Mr. Chandler gave an update on the rate.*
 4. Serenity Landing – *Mr. Chandler mentioned there is no new update.*
 5. Insurance Update-*Mrs. Sorich reported that the turnover for the insurance went well and all that was pending was Flex spending to turnover for the new year.*
 6. ESSER III Update-*Mr. Chandler went into some detail regarding this grant and how the funds can be utilized.*
 - ii. O and M-*Mr. Chandler briefed on items 1 and 2.*
 1. HVAC Bid Information-*Mr. Chandler noted HVAC is a summer project, the boiler was fixed up and running.*
 2. Current HVAC Projects- *The RTU unit on roof is needs a part that is being waited on for heating the district office and other offices.*
 - c. Policy Committee – Mrs. Karen Custer. Policy Committee will meet the Monday before Committee of the Whole at 1:00PM on an as needed basis. *Mrs. Karen Custer gave a brief overview of Press 108 and the board thanked her for all her time and input into that.*
 - d. **Behavioral Interventions / Parent Teacher Advisory Committee** – Mrs. Dionne Wright, Mrs. Janice Posey, Mrs. Karen Custer, Mrs. Linda Pierzchalski – *Meeting Dates and Times: Next Meeting is March 16, 2022, at 4:00.* Mrs. Linda Pierzchalski stated here is nothing to report.
- V. New Business. Next Board Meeting- Action / Discussion Item
 - a. Personnel – *Dr. Cepela briefed on items a-f.*
 - i. Nurse Applicant - Neve Yerk - tentative
 - ii. **Director of Maintenance – Richard Young**
 - iii. Superintendent Goals / Board Goals – *Mr. Spoonhour spoke regarding the superintendents' goals.*

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- iv. Superintendent's Evaluation – Timeline – **Mr. Spoonhour spoke regarding superintendent evaluation.**
 - v. Superintendent Selection Process – **Mr. Spoonhour spoke regarding the selection process and time frame this would require.**
 - vi. Misc.
 - b. **Strategic Plan / ESSER III Requirements** – Staff Meeting November 3. DLT meetings October 18, November 15. Board December 15, 2021, with Board Approval January 19, 2022. This will be the final reading.
 - c. **Budget Calendar** - The Budget Calendar is presented for the Board's Approval. This allows the district to begin work on the budget for Fiscal year 2022-2023. Final Reading.
 - d. **FY 2022-2023 School Calendar.** We have compared school calendars and will be discussing options with the Union for a second time Friday. This is the first reading.
 - e. **Board Calendar – Attached is the Board Calendar Meeting Dates and Times for FY 2022 – 2023. This is a first reading.**
 - f. **PRESS Policy**, Administrative Procedures and Exhibits. PRESS 108 is ready for the final reading.

i. PRESS online – Press Issue 108. Policies:

2:20 School Board – Powers and Duties of the School Board; Indemnification

2:105 School Board – Ethics and Gift Ban

2:110 School Board – Qualifications, Terms, and Duties of Board Officers

2:120 School Board – Board Member Development

2:150 School Board – Committees

2:220 School Board – School Board Meeting Procedures

2:260 School Board – Uniform Grievance Procedure

3:40 General School Administration – Superintendent

3:50 General School Administration – Administrative Personnel Other Than the Superintendent

3:60 General School Administration – Administrative Responsibility of the Building Principal

4:60 Operational Services – Purchases and Contracts

4:80 Operational Services – Accounting and Audits

4:110 Operational Services – Transportation

4:120 Operational Services – Food Services*

4:150 Operational Services – Facility Management and Building Programs

4:160 Operational Services – Environmental Quality of Buildings and Grounds

4:165 Operational Services – Awareness and Prevention of Child Sexual Abuse and Grooming Behaviors

4:170 Operational Services – Safety

4:175 Operational Services – Convicted Child Sex Offender; Screening; Notifications

5:10 Personnel – Equal Employment Opportunity and Minority Recruitment

5:20 Personnel – Workplace Harassment Prohibited

5:30 Personnel – Hiring Processes and Criteria

5:50 Personnel – Drug and Alcohol-Free Workplace; E-Cigarette, Tobacco, and Cannabis Prohibition

5:90 Personnel – Abused and Neglected Child Reporting

5:100 Personnel – Staff Development Program

5:120 Personnel – Employee Ethics; Conduct; and Conflict of Interest

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5:125 Personnel – Personal Technology and Social Media; Usage and Conduct

5:150 Personnel – Personnel Records

5:185 Personnel – Family and Medical Leave

5:200 Personnel – Terms and Conditions of Employment and Dismissal

5:210 Personnel – Resignations

5:220 Personnel – Substitute Teachers

5:250 Personnel – Leaves of Absence

5:260 Personnel – Student Teachers

5:330 Personnel – Sick Days, Vacation, Holidays, and Leaves

6:15 Instruction – School Accountability

6:20 Instruction – School year Calendar and Day

6:50 Instruction – School Wellness

6:60 Instruction – Curriculum Content

6:120 Instruction – Education of Children with Disabilities

6:130 Instruction – Program for the Gifted

6:135 Instruction – Accelerated Placement Program

6:120 Instruction – Education of Children with Disabilities

6:180 Instruction – Extended Instructional Program

6:220 Instruction – Bring Your Own Technology (BYOT) Program; Responsible Use and Conduct

6:300 Instruction – Graduation Requirements

6:310 Instruction – High School Credit for Non-District Experiences; Course Substitution; Re-Entering Students

6:320 Instruction – High School Credit for Proficiency

6:340 Instruction – Student Testing and Assessment Program

7:10 Students – Equal Educational Opportunities

7:20 Students – Harassment of Students Prohibited

7:30 Students – Student Assignment and Intra-District Transfer*

7:50 Students – Student Admissions and Student Transfers to and from Non-District Schools

7:60 Students – Residence

7:70 Students – Attendance and Truancy

7:80 Students – Release Time for Religious Instruction / Observance

7:150 Students – Agency and Police Interviews

7:160 Students – Student Appearance

7:165 Students – School Uniforms

7:180 Students – Prevention of and Response to Bullying, Intimidation, and Harassment

7:190 Students – Student Behavior

7:200 Students – Suspension Procedures

7:210 Students – Expulsion Procedures

7:240 Students – Conduct Code for Participants in Extracurricular Activities

7:250 Students – Student Support Services

7:260 Students – Exemption from Physical Education

7:290 Students – Suicide and Depression Awareness and Prevention

7:310 Students – Restrictions on Publications; Elementary Schools

7:315 Students – Restrictions on Publications; High Schools

7:340 Students – Student Records

7:345 Students – Use of Educational Technologies; Student Data Privacy and Security

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8:70 School Community Relations – Accommodating Individuals with Disabilities

8:100 School Community Relations – Relations with Other Organizations and Agencies*

ii. PRESS online – Press Issue 108. Administrative Procedures (AP) and Exhibits (E):

2:150 School Board AP – Superintendent Committees

2:220 School Board E1 – Board Treatment of Closed Meeting Verbatim recordings and Minutes

2:220 School Board E3 – Closed Meeting Minutes

2:220 School Board E5 – Semi-Annual Review of Closed Meeting Minutes

2:240 School Board E1 – PRESS Issue Updates*

2:220 School Board E3 – Closed Meeting Minutes

2:240 School Board E6 – Log of Closed Meeting Minutes

2:220 School Board E8 – School Board Records Maintenance Requirements and FAQs

2:250 School Board E2 – Immediately Available District Public Records and Web-Posted Reports and Records

4:60 Operational Services AP1 – Purchases

4:60 Operational Services AP4 – Federal and State Award Procurement Procedures

4:170 Operational Services AP1 – Comprehensive Safety and Security Plan

4:170 Operational Services AP2 – Routine Communications Concerning Safety and Security

4:170 Operational Services AP2, E5 – Notice to Parents / Guardians of Lockdown Drill; Opt-out

4:175 Operational Services AP1 – Criminal Offender Notification Laws; Screening

5:20 Personnel AP – Sample Questions and Considerations for Conducting the Internal Harassment in the Workplace Investigation

5:30 Personnel AP1 – Interview Questions

5:30 Personnel AP2 – Investigations

5:30 Personnel AP2, E1 – Notice of Preliminary Hiring Decision Based on Conviction Record

5:90 Personnel AP – Coordination with Children's Advocacy Center

5:100 Personnel AP – Staff Development Program

5:120 Personnel AP2 – Employee Conduct Standards

5:120 Personnel AP2, E – Expectations and Guidelines for Employee / Student Boundaries

5:220 Personnel AP – Substitute Teachers

6:60 Instruction AP1 – Comprehensive Health Education Program

6:60 Instruction AP1, E1 – Notice to Guardians of Sexual Abuse and Assault Awareness and Prevention Education; Requests to Examine Materials; Written Objections and / or Opt-outs

6:60 Instruction AP1, E2 – Resources for Biking and Walking Safety Education

6:60 Instruction AP2 – Comprehensive Personal Health and Safety and Sexual Health Education Program (National Sex Education Standards (NSES))

6:60 Instruction AP3 – Developmentally Appropriate Consent Education

6:100 Instruction AP – Dissection of Animals

6:135 Instruction AP – Accelerated Placement Program Procedures

6:300 Instruction E2 – State Law Graduation Requirements

6:300 Instruction E3 – Form for Exemption from Financial Aid Application Completion

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7:20 Students AP – Harassment of Students Prohibited
7:60 Students AP1 – Challenging a Student’s Residence Status*
7:60 Students AP2, E1 – Letter of Residence from Landlord in Lieu of Lease*
7:60 Students AP2, E2 – Letter of Residence to be Used When the Person Seeking to Enroll a student is Living with a District Resident*
7:60 Students AP2, E3 – Evidence of Non-Parent’s Custody, Control, and Responsibility of a Student
7:190 Students AP3 – Guidelines for Reciprocal Reporting of Criminal Offenses Committed by Students
7:190 Students AP4 – Use of Isolate Time Out, Time Out, and Physical Restraint
7:190 Students AP5 – Student Handbook – Electronic Devices
7:190 Students AP6 – Guidelines for Investigating Sexting Allegations
7:190 Students E1 – Aggressive Behavior Reporting Letter and Form*
7:190 Students E2 – Student Handbook Checklist
7:190 Students E3 – Memorandum of Understanding
7:190 Students E4 – Acknowledgement of Receiving Student Behavior Policy and Student Conduct Code*
7:200 Students E1 – Short Term Out of School Suspension (1-3 Days) Reporting Form*
7:200 Students E2 – Long Term Out of School Suspension (4-10 Days) Reporting Form*
7:210 Students E1 – Notice of Expulsion Hearing*
7:240 Students AP1 – Code of Conduct for Extra Curricular Activities
7:250 Students AP2 – Protocol for Responding to Students with Social, Emotional, or Mental Health Needs
7:280 Students E2 – Reporting and Exclusion Requirements for Common Communicable Diseases
7:290 Students AP – Resources Guide for Implementation of Suicide and Depression Awareness and Prevention Program
7:310 Students AP – Guidelines for Student Distribution of Non-School Sponsored Publications; Elementary Schools
7:315 Students AP – Guidelines for Student Distribution of Non-School Sponsored Publications; High Schools
7:340 Students AP1 – School Student Records
7:340 Students AP1, E1 – Notice to Parents/Guardians and Students of Their Rights Concerning a Student’s School Records
7:345 Students AP – Use of Educational Technologies; Student Data Privacy and Security
7:345 Students AP, E4 – Notice of Parent Rights Regarding Student Covered Information
7:345 Students AP, E5 – Parent Request Form for Student Covered Information
7:345 Students AP, E6 – Parent Request Form for Correction of Student Covered Information

8:95 School Community Relations AP – Parental Involvement

Policy Future Meetings – 1:00 PM on the Monday before the Committee of the Whole

The Asterisk* refers to PRESS Materials that are updated in response to 5-year reviews.

g. Misc. **Dr. Cepela mentioned eighth grade graduations will be May 26, at 6 p.m.**

VI. Principal Report: Mrs. Daniels- **Mrs. Daniels gave her report.**

a. Enrollment – **334**

b. Principal’s Report- **Dr. Daniels gave the testing dates for of IAR: MAP; and ACCESS. She stated how delightful they were to have the interns here at Fairmont. Students did CHAMPS refreshers when they came back from break.**

c. Misc. **Mr. Spoonhour thanked Dr. Daniels and asked her to relay to the staff what an Excellent job they were doing.**

VII. Superintendent’s Report: **Dr. Cepela briefed on items a -f.**

a. Please Note: Regular open Board meeting January 19, 2022.

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- i. Six-foot distancing
 - ii. Mask
 - iii. Temperature Check and Self-Certification at Door
 - iv. Touch Mitigations on Food and Handshakes, etc.
 - b. Metrics for COVID. Northwestern <http://covid-dashboard.fsm.northwestern.edu/?fbclid=IwAR2mrvMLB4Js2gIbeWPJ2ypTXbBpAXp8QAqvsY29AOcINXW4XS9DgsloxqY>
 - c. Meeting with Theis – last week in January
 - d. Demographic Report - LTHS
 - e. Vaccination Mandate / SHIELD Information
 - i. Quarantine Count
 - ii. Vaccination Clinic – February 15 and 17
 - f. Upcoming dates:
 - January 26 – Committee Meetings
 - January 28 – Diane Administrator’s Academy
 - February 1 – Joiet Supt Meeting, Black History Month
 - February 2 – Staff Meeting / PTO Meeting
 - February 3 – Admin Support Meeting / Legal Overview of Residency Zoom
 - February 4 – Wear Red for Heart Day
 - February 9 -Superintendent / LASEC Meeting / Finance / Committee of the Whole
 - February 10 – Admin Meeting
 - February 11 – Union Meeting
 - February 14 – Valentine’s Day
 - February 15 – PT Conferences – Regular Dismissal until 7:00
 - February 16 – Board
 - February 17 – 1:45 Dismissal for PT Conferences until 6:00
 - February 18 – No School PT Conference Makeups
 - February 21 - DLT Meeting
 - February 23 – All Committee Meetings
 - February 24 – Great Teacher’s Banquet
 - g. Misc.
- VIII. Old Business / Agenda Recommendations
- IX. Motion to Adjourn First by **Mrs. Pierzchalski**, Second by **Mrs. Posey**. **Aye Mrs. Pierzchalski, Aye Mr. Shepherd, Aye Mrs. Custer, Aye Mrs. Posey, Aye Ms. Cardenas, and Aye Mr. Spoonhour. 6 Ayes, 0 Nays and 1 Absent.** Motion Carried. **Adjournment at 6:33 p.m.**